

RJM TRAINING SEMINAR
November 6-8, 2001

HOTEL/SEMINAR LOCATION:

Hyatt Regency O'Hare
9300 West Bryn Mawr Avenue
Rosemont, Illinois 60018
847/696-1234

A block of room has been reserved for training participants at the "Hyatt Regency O'Hare" under the group name **"Resource Justification Model Training."** The room rate is \$159.00 single/double per night plus appropriate taxes. Please call 847/696-1234 by October 15, 2001, to make your reservation. When making reservations, please reference the group name "Resource Justification Model Training" to ensure the correct rate is quoted. After October 15, the hotel will continue to accept reservations on a space and rate available basis.

Hotel check in time is 3:00 p.m. and check out is 12 noon. Guest departing between the hours of 3 p.m. and 6 p.m. on confirmed departure day will be charged ½ day room rate and all early departures are subject to a \$50 administrative fee. Cancellations must be received twenty-four (24) hours prior to the day of arrival. Please retain the cancellation number in order to avoid any fees.

GROUND TRANSPORTATION

The hotel does not provide complimentary transportation to and from the airport. The shuttle departs from the hotel lobby at regularly scheduled intervals throughout the day.

Parking is available at the hotel for overnight guests for \$25 per day and includes in/out privileges and self parking is \$16 (no in/out privileges).

SEMINAR HOURS: 8:30 - 5:00 all days